

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DGS01911559**
POSITION NO: **202477**
POSITION TITLE: **Laborer**

DATE POSTED: **03/07/16**
CLOSING DATE: **03/18/16**

DEPARTMENT NAME / WORKSITE: **DGS/Facilities Maintenance Department/Fort Defiance, AZ**

WORK DAYS: <u>Monday - Friday</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>AB55A</u>
WORK HOURS: <u>40 Hrs.</u>	PART TIME: <input type="checkbox"/> NO. OF HRS./WK.: _____	\$ <u>18,616.00</u> PER ANNUM
	SEASONAL: <input type="checkbox"/> DURATION : _____	\$ <u>8.95</u> PER HOUR
	TEMPORARY: <input type="checkbox"/>	

DUTIES AND RESPONSIBILITIES:

Assist FMD craftsmen with maintaining buildings and related structures applying carpentry techniques and using carpentry tools to construct, alter, repair and/or install walls, stairs, floors, ceilings, windows, doors, roofs, gutters, air-conditioners, handicapped chair rails and ramps, shelving, etc.; Assists with installs, repairs, alterations, and maintenance of existing heating, venting and air conditioning (HVAC) equipment and systems; Assists with laying brick, stone, cement blocks using a variety of hand and power tools; Prepare surfaces for plastering or cement work; Pour concrete in molds or forms to make slabs or blocks; Erect and dismantle scaffolding, rigs, and/or ladders; Repairs masonry and walls by patching with cement or plaster; Assist with preparing surfaces for painting using appropriate tools, equipment and techniques. Operates, cleans and maintains hand and power tools, air compressors, and painting equipment; Assist with maintenance, repairs, and replacement of all types of roofing material using tools and equipment of the trade; Assist with repairs of leaks in metal roofs, walls, ceilings by soldering, crimping, and riveting seams in sheet metal and installing flashing and waterproof felt using appropriate hand and power tools to reduce water damage and restore water-tight integrity. Assist with installs, repairs, alterations, and maintenance of existing heating, venting and air conditioning (HVAC) equipment and systems.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- None

Preferred Qualifications:

- Six months of trades, construction, warehousing, grounds, landscaping or maintenance experience.
- Possess a valid state driver's license.

Special Requirements:

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.